

Park City Fire Service District
Administrative Control Board - Regular Open Meeting Minutes
Park City Fire District Headquarters
May 2, 2012

Called to order by Chairman Walker at 6:30 p.m.

Commissioners Present: Chairman Dianne Walker, Commissioner Jim Bacon, Commissioner Robbie Beck, and Commissioner Michael Howard.

Commissioners Absent: Liza Simpson

Fire District Personnel Present: Chief Paul Hewitt, AC/FM Scott Adams, AC Bob Zanetti, BC Steve Zwirn, Administrative Captain Eric Hales, Captain Steve Boyd, Captain Dave Marsella, Pete Emery, Wes Holmes, Wes Staples, Patti Berry, Traci Madson, and Bill Pyper.

Public Present: Bill Silva

Chairman Walker noted that due to information received at the UASD training, the Closed Session would take place before Adjournment.

I. Approval of Previous Meeting Minutes: Chairman Walker called for a motion to approve the minutes of April 4, 2012. Commissioner Howard moved to approve the minutes, seconded by Commissioner Beck, passed by all.

II. Public Input:

III. Commission Reports:

- A. Correspondence: The Fire District received a thank-you letter with a donation from a patient following an ambulance transport. The Fire District also received a thank-you letter from attorney David Brickley.
- B. Financials: All of the bills have been reviewed and signed.

IV. Old Business:

- A. Adoption of Revised VI-C-100, Patient Requests for Protected Health Information and Revised VI-C-301, Patient Care Reports. Patti Berry reported that these two policies were presented and reviewed at the last meeting. Chairman Walker called for a motion to approve, moved by Commissioner Bacon, seconded by Commissioner Howard, passed by all.

V. New Business:

- A. The Administrative Control Board's request for a raise. During a Closed Session in March the Commissioners had talked about a raise in view of the extra work that has been required. Chairman Walker explained that this would be considered general compensation and would increase from \$3,600 to \$5,000 a year. Chairman Walker called for a motion to approve, moved by Commissioner Howard. Commissioner Beck asked that the record reflect that this is considered compensation, not

salary. Commissioner Bacon then seconded the motion but recommended that, rather than a blanket raise across the board, the chair and vice chair receive more due to the fact that they attend more meetings. Chairman Walker noted that this hadn't been discussed. This was tabled last year because the County Council did not receive a raise last year but did this year. Commissioner Beck noted that each year the commissioners take turns serving in the various positions, so everyone will be in the position to attend more meetings. The motion was passed by all, none opposed.

VI. Staff Reports and Input:

- A. AC/FM Adams reported that chipping will begin in the middle of June.
- B. Chief Hewitt reported on the recent Docudrama at the high school and reported that FF/PM Mike Owens did an outstanding job speaking to the students at the assembly following the Docudrama.
- C. Chief Hewitt reported that Captain Steve Boyd and FF Pete Emery recently participated in a car seat event.
- D. AC Zanetti reported that on May 9th the Park City Medical Center would honor the crew of the quarter.
- E. Captain Marsella reported on the Fire District's new wildland firefighting program in which 20 employees will be available nationally to deploy to fight large wildland fires.

VII. Closed Session: Chairman Walker called for a motion to close the Open Meeting at 6:45 pm, moved by Commissioner Beck, seconded by Commissioner Bacon, passed by all with none opposed. Chairman Walker called for a motion to move into Closed Session to discuss the character, competence, or health of an individual; deployment of security personnel, devices, or systems; collective bargaining issues; pending or reasonably imminent litigation; purchase, exchange, lease, or sale of real property; or investigative proceedings regarding allegations of criminal misconduct, moved by Commissioner Beck, seconded by Commissioner Bacon, passed by all with none opposed. The Closed Session began at 6:45 pm at the Park City Fire Service District Administrative Offices at 736 Bitner Road, Park City, Utah. Those in attendance include: Chairman Walker, Commissioner Bacon, Commissioner Beck, Commissioner Howard, Chief Hewitt, AC Zanetti, and attorney Rick Sutherland. Commissioner Liza Simpson was absent.

VIII. Adjournment: Chairman Walker re-opened the Open Meeting at 7:20 pm and reported that the ACB would like to review the Utah State Ethics each year and sign off on it. Chairman Walker then called for a motion to adjourn, moved by Commissioner Bacon, seconded by Commissioner Beck, passed by all with none opposed. The meeting adjourned at 7:21 pm.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held June 6, 2012, beginning at 6:30 p.m. at the Park City Fire District Administration Building, located at 736 Bitner Road, Park City, UT.

Approved: _____

Date: _____

Prepared by: Traci Madson